

## **Report to Community and Protective Services Committee**

**To:** Chair and Members  
**Community and Protective Services Committee**

**From:** Kevin Dickins, Acting Managing Director, Housing, Social Services and Dearness Home  
Anna Lisa Barbon, Managing Director, Corporate Services and City Treasurer, Chief Financial Officer

**Subject:** Single Source SS21-12 – Architect to Act as Prime Consultant for Dearness Home Auditorium Expansion

**Date:** March 30, 2021

## **Recommendation**

That, on the recommendation of the Acting Managing Director, Housing, Social Services and Dearness Home, and the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer, the following actions be taken:

- a) The fee proposal submitted by MMC Architects, 127 Brant Ave. Brantford, ON, N3T 3H5 for the provision of Consulting Services for the Dearness Home Auditorium Expansion in the amount of \$211,000 excluding HST in accordance with Section 14.4 (d) of the Procurement of Goods and Services Policy BE ACCEPTED;
- b) The financing for this project BE APPROVED as set out in the Sources of Financing Report attached as Appendix “A”;
- c) The Civic Administration BE AUTHORIZED to undertake all administrative acts which are necessary in connection with this project;
- d) The approvals given herein BE CONDITIONAL upon the Corporation entering into a formal contract with the consultant for the work; and,
- e) The Mayor and City Clerk BE AUTHORIZED to execute any contract, statement of work or other documents, if required, to give effect to these recommendations.

## **Executive Summary**

Council approved expansion of the auditorium at Dearness Home in March 2020 as part of the 2020-2023 Multi-Year Budget (Additional Investment Business Case #8), with capital funding for the project approved for 2021.

The auditorium expansion will allow the residents to view or participate in larger events without any distractions or discomfort, and because of this the number and variety of such events will be expanded. It will also permit concurrent resident activities when a large space is not needed through the use of sliding walls to sub-divide the area. The auditorium will greatly expand the number and potential variety of events that residents can enjoy.

## **Linkage to the Corporate Strategic Plan**

**Strengthening our Community:** The auditorium expansion at Dearness Home is aligned with Strengthening Our Community as it will increase programming and activities for residents and families at Dearness Home.

The auditorium expansion will strengthen the community by allowing larger Home events (such as the Remembrance Day service) to be safely enjoyed by all residents who wish to participate. Furthermore, because it will be capable of sub-division, it will

also permit several smaller resident, family/community, or staff focused events to be held simultaneously.

## Analysis

### 1.0 Background Information

#### 1.1 Previous Reports Related to this Matter

2020-2023 Multi-Year Budget Additional Investment Business Case #8:

<https://london.ca/sites/default/files/2020-11/2020%20to%202023%20Multi%20Year%20Budget%20Business%20Case%20Cerlox.ah%20FINAL%20as%20of%20November%203%2C%202020.pdf>

### 2.0 Discussion and Considerations

#### 2.1 Context

When Dearness Home was rebuilt in 2005 an auditorium was not part of the original project. Dearness Home staff identified a need for an auditorium for the residents as a top priority when asked in early 2019 what their strategic priorities would be. Management concurred and put forward the proposal, which eventually led to the creation of a conceptual plan by the original Dearness Home architect. Based on the conceptual plan, a capital budget request was put forward and approved as part of the 2020-2023 Multi-Year Budget as indicated in Business Case #8.

The auditorium will function as a large space where residents, staff and/or members of the community can safely gather to enjoy events, entertainment or education. As Dearness is a large Home with 243 residents, the lack of this space significantly reduces the opportunities for community events. Large gatherings that do occur, such as the Remembrance Day event, must utilize the lobby area of the Home, where sightlines and sound are compromised.

While the impacts of COVID-19 and related Ministerial Orders as well as direction taken by the Home to limit gatherings has altered traditional events in the Home for residents, it has also highlighted the need for additional and appropriate large multi-purpose space to provide safe physically distanced activities. The auditorium construction, when complete will hold even more importance with the need for residents to continue to socialize and be active while having the space to be physically distanced and in a controlled setting which will benefit any Infection Prevention And Control (IPAC) measures. The auditorium will also provide an opportunity when not in use by residents, for Dearness staff a place to conduct safe staff briefings, COVID testing, and temporary space for potential training.

It is anticipated that construction will start in early 2022 with completion by mid-2022.

#### 2.2 Purchasing Process

A formal request for Quotation (RFQ) was issued to MMMC Architects on February 10, 2021 and closed on March 2, 2021. It is recommended that MMMC Architects be awarded a contract for the work in accordance with Section 14.4 (d) of the Procurement of Goods and Services Policy.

“There is a need for compatibility and/or services previously acquired or the required goods and/or services will be additional to similar goods and/or services being supplied under an existing contract (i.e., contract extension or renewal)”

Reasons to support single source recommendation of MMMC Architects are as follows;

- They are the architect of record on the Dearness Home rebuild completed in 2005,

- They have intimate knowledge of the existing materials and methods used to construct Dearness Home,
- Have on file existing drawings and records, therefore less time and effort required to investigate existing conditions,
- Their design of the new addition and interior spaces will reflect the existing building characteristics, and
- Their firm has a strong focus on long term care facilities.

In addition to ensure the best value for the City of London, MMMC Architects solicited 3 bids for each sub consultant that will be involved in the project.

### **3.0 Financial Impact/Considerations**

Capital and operating funding for the Dearness Home Auditorium Expansion was approved through Additional Investment Business Case #8 in the 2020-2023 Multi-Year Budget.

## **Conclusion**

MMMC Architects be awarded the contract to provide design services and construction administration for the Dearness Home Auditorium Expansion due to their previous experience in providing these same duties for the original design and construction administration of the Dearness Home.

**Prepared by:** Tim Wellhauser C.I.M. Division Manager, Facilities  
**Recommended by:** Kevin Dickins, Acting Managing Director, Housing, Social Services and Dearness Home  
**Recommended by:** Anna Lisa Barbon CPA, CGA, Managing Director, Corporate Services, and City Treasurer, Chief Financial Officer

c.c: Leslie Hancock, Administrator - Dearness Home  
Billy Sevier, Procurement Officer – Purchasing & Supply

**Appendix A**  
**Source of Financing**

## Appendix "A"

#21035

March 30, 2021  
(Award Contract)

Chair and Members  
Community and Protective Services Committee

RE: Single Source SS21-12 - Architect to Act as Prime Consultant for Dearness Home Auditorium Expansion  
(Work Order #2518960)  
Capital Project DH1100 - Dearness Home Auditorium Expansion  
MMMC Architects - \$211,000.00 (excluding HST)

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### Finance and Corporate Services Report on the Sources of Financing:

Finance and Corporate Services confirms that the cost of this purchase can be accommodated within the financing available for it in the Capital Budget, and that, subject to the approval of the Acting Managing Director, Housing, Social Services and Dearness Home, the detailed source of financing is:

<b>Estimated Expenditures</b>	<b>Approved Budget</b>	<b>This Submission</b>	<b>Balance for Future Work</b>
Engineering	250,000	214,714	35,286
Construction	1,930,000	0	1,930,000
City Related Expenses	10,000	0	10,000
Other	50,000	0	50,000
<b>Total Expenditures</b>	<b>\$2,240,000</b>	<b>\$214,714</b>	<b>\$2,025,286</b>

### Sources of Financing

Debenture Quota Note 1)	2,240,000	214,714	2,025,286
<b>Total Financing</b>	<b>\$2,240,000</b>	<b>\$214,714</b>	<b>\$2,025,286</b>

### Financial Note:

Contract Price	\$211,000
Add: HST @13%	27,430
Total Contract Price Including Taxes	238,430
Less: HST Rebate	-23,716
Net Contract Price	\$214,714

**Note 1: Note to City Clerk:** Administration hereby certifies that the estimated amounts payable in respect of this project does not exceed the annual financial debt and obligation limit for the Municipality from the Ministry of Municipal Affairs in accordance with the provisions of Ontario Regulation 403/02 made under the Municipal Act, and accordingly the City Clerk is hereby requested to prepare and introduce the necessary by-laws.

An authorizing by-law should be drafted to secure debenture financing for project DH1100 - Dearness Home Auditorium Expansion for the net amount to be debentured of \$2,240,000

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Jason Davies

Manager of Financial Planning & Policy

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